

[My Name]
[My Address]
[My City, State, Zip Code]

[Date]

CERTIFIED MAIL

[Name of Credit Bureau]
[Address]
[City, State, Zip Code]

RE: Credit Report No. _____

Dear Sir or Madam:

I am a victim of identity theft. Enclosed is a copy of my credit report with the fraudulent items circled. I did not open these accounts or receive these loans.

Loans or accounts I did not open:

- 1.
- 2.
- 3.

Enclosed are copies of documents **[list all the documents you have to support your case, such as a police report, ID Theft Affidavit, etc...]** concerning the unauthorized use of my identity. I am requesting that you remove this information from my credit report as soon as possible and send me an updated report.

Thank you for your anticipated assistance in resolving this problem. Please contact me at **[your telephone number or e-mail]** if you have any questions.

Sincerely,
[My Name]

Enclosures: **[list documents you are enclosing.]**